

6 SEP 1966

**MEMORANDUM FOR: Director of Planning, Programming,  
and Budgeting**

**SUBJECT :** [ ] -Commendation

1. I am grateful to you for making [ ] available for duty in my immediate office to substitute for my Executive Assistant during the periods 2 to 31 May and 15 June to 22 July. With a minimum of orientation [ ] tackled the myriad of problems new to him with vigor and enthusiasm. His quiet, efficient manner inspired confidence and facilitated the smooth running of the office during these periods.

2. I should appreciate your expressing my commendation to [ ]

/s/ L. K. White

**L. K. White**  
**Executive Director-Comptroller**

**cc: D/Personnel**

ExDir:LKW: [ ]

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